

# CAPITAL PLANNING COMMITTEE

February 11, 2021

## Remote Access Meeting Draft Minutes

7:30pm Call to Order - 7:30pm

Attendance: Steve Jelinek, Jim Salvie, Peter McManus (arrived 7:33pm), Ed DeLuca, Dave Arsenault

## Minutes of Previous Meetings

7:31pm Consider the minutes of Sept 3 2020 meeting – Moved to accept minutes as revised Arsenault, 2nd DeLuca, passed unanimously (Jelinek, Salvie, Arsenault, DeLuca).

7:33pm Consider the minutes of Jan 14 2021 – Moved accept Salvie, 2nd McManus, passed unanimously (Jelinek, Salvie, Arsenault, DeLuca, McManus).

## Discussion with Building department.

Craig Martin and Doug Hyde attending.

FY22 Request

Craig Martin discussed the PDF that was circulated to the committee, attached below.

(1) Town building doors, not card readers. For rekeying.

**Jelinek** – Have we looked as the cost of the electronic keys?

**Martin** – Physical keys are simple, the experience with Pompo Community Center has not been great, there are issues with some of the readers.

**Salvie** – Won't we have an issue with key management again with physical keys?

**Martin** – We are doing a better job with the key management than in the past.

**Jelinek** – How many master keys are out now?

**Martin** - About 30 keys to front door and keys to the various offices, 5 master keys exits now Doug, Craig, Custodian, and two in the key cabinet.

**Hyde** - The cylinders on the existing locks are worn out.

**Jelinek** – We are making the case for the card readers with the current issues of cylinders and control of distributed keys. The Pompo example may be the exception. While there are occasional problems, but it seems like it would be less work. Access cards are common in offices, having a record of who entered the building at which time can be helpful.

**Martin and Hyde** said that they will look at the cost/benefit of cards vs physical keys.

**McManus** – Please look at a system that is more flexible.

(2) Town Hall Renovation

**Hyde** – We are about 8wks away from construction estimates. The wrinkle is that CPC is unlikely to support the project at 100%. It is likely that we will be asking to the town to put forward about 50% of the project.

**DeLuca** – Is CPC willing to bond?

**Hyde** – I think they are reluctant to bond.

**Jelinek** – At the CPC meeting on Monday (Feb 8) it was mentioned that there may be add alternates has the cost grown a bit?

**Hyde** – there are a couple of areas of the project that were underfunded by the previous firm, but they also include a lot of contingency. The fire protection cost is a large issue. If we have sprinklers, we will need to install tanks for the system.

**DeLuca** – At some point we will need to work with the Highway Department to address an issue with drainage at the North-West corner of the building.

**Hyde** – We are planning on digging up Crescent street for the town water line, the drainage system needs to be upgraded, we are hoping that the Highway department could work on the drainage issues at the same time that the water line is addressed. There is going to be work in that area to repair the sills, the easement will be in that area. As part of the discussion with the neighbors, they want the drainage problem to be addressed.

**Jelinek** – When are we are going to have firm numbers on the project?

**Hyde** – The construction cost effort will be ~8 weeks down the road.

**McManus** – The question of borrowing is going to be an important discussion.

**Salvie** – Having the town side borrow could be useful. If the town borrows the money it goes on the ballot. For a controversial project it is useful to have a board consensus about moving forward.

**Martin** – We will meet with Steve Nadeau from Highway and will work together.

(3) Pompo Community Center - Variable Frequency Drive – potable water in Pompo

**Martin** - The system was installed in when Pompo was a school. We are looking into variable frequency drives, they are more efficient and easier to maintain. The project can slip as the current system has not failed, but it needs to be done. We will be replacing the drives, not the pumps.

**Hyde** – It is the connecting hardware that is failing, with a VFD the system will be simpler. Very little forward maintenance for the modern system.

**Jelinek** – A breakdown of the cost estimate and the time payback time would help to sell it at town meeting.

(4) Police station interior

**Martin** - Built in 1995, has not been painted since, with the exception of the Chief's office which was done this past year. There is about 6700sqft, interior and power wash the exterior. Will be done at the prevailing wage rate, which results in the large estimated cost. (Note from Mr. Martin: the prevailing wage rate for a painter is \$72/hr. However realistically on a painting job there would be a mix of painters & journeyman \$55/hr. The average will be about \$64/hr.)

**DeLuca** – is there a schedule for interior painting of the town building.

**Martin** – There is not one, the buildings are addressed as needed. The police station needs the work now.

**Jelinek** – Feeling a bit of sticker shock on the cost.

**Arsenault** – I can get 6 guys at 70/hr for a painter is very high.

**Martin** – In the past our exterior painting actual costs have come in under the estimated cost.

**Arsenault** – The power washing may damage the wood work, especially on the north side.

**Martin** – We have done maintenance on the exterior wood. We will not damage the wood work.

**Arsenault** – Does it include the garage?

**Martin** – Yes.

(5) Water pipes for public water supply in the town center

**Martin** – The cost is for the design of the replacement of the water pipes. The pipe system has been repaired 6 times during the past 10yrs. The new pipe will be extruded on site so there are no joints.

**Jelinek** – Again I am having sticker shock. \$30K for seems high for a design.

**Martin** – You get the design and construction drawings.

**DeLuca** – Will this go out for bids or can the work be done by the highway Department?

**Martin** – It needs to be contracted out due to special equipment needed to complete the work.

**Salvie** – Will there be cost sharing from the non-town users of the water?

**Martin** – We would expect the church to pay for their share of the project.

**Jelinek** – Has the pipe been in the ground for 50 yrs?

**Martin** – Yes that seems to be accurate.

**Salvie** – Since the only buildings on the line are the town hall and the fire station, maybe it is appropriate to consider individual well, with filters for PFASS as needed.

**Martin** – Wells are cheaper, but there is the PFASS issue. The town water will have PFASS filters in place.

**Hyde** – Now may be the time to move the houses off the town system. The library is also on the water line.

**Jelinek** – Dropping the church will save cost as there long pipe run from the library to the church.

**Hyde** – The church is also public water supply as they have a pre-school. This means that there are restrictions on the location of the well. They may not be able to site a well on the church property.

**Salvie** – Maybe we can use Town Center park the for the well. There may be a cheaper solution that subsidizes the building of wells for the non-town uses.

**Jelinek** – As an example, Harvard Acres had an aging public water system, it replaced it with 188 wells and it works better.

## 5-Year Plan

**Jelinek** – Do you anything in to discuss about the 5yr plan for the Building Dept.?

**Martin** - A backup generator, the security cameras and other items should be kept on the list for the Town Building.

## Discussion with Fire & Rescue Department

Chief Joe Landry attending.

## FY22 Capital Requests

**Jelinek** – For the turnout gear, did you get the grant?

**Landry** – We submitted the grant, the formal roll out is May 1st, we have a clue about the result earlier.

**Jelinek** – We will know at town meeting?

**Landry** – Yes

**Landry** – The gear is too old to use at the firefighting the academy. It needs to be upgraded, it is not up to the standards. Two years ago, we applied for the grant to but were turned down. Didn't get the grant in on time last year due to technical issues beyond our control. We have a strong proposal this year.

Since 2013 – we have had an incremental replacement policy, we have been able to slowly replace the stock, but we can't replace 25 sets at once. The previous town contributions reflect well in our application.

**Salvie** – As a hypothetical, is it possible that we could have applied for and won a grant for more than 25 sets if we had not done the upgrades by the town?

**Landry** – It is possible but it is a high risk, and if turned down there would be a big, hit to the town in a single year.

## 5-Year Plan

**Jelinek** – Do you have anything to discuss about the 5yr plan?

**Landry** – Every other year we have an expensive item. Engine 12, a 2005 pumper truck, went out for repair in November 2020. Engine 18, the brush truck, the order is not firm, but it will be reevaluated as we get closer to the time.

## Other Business

Next meeting in two week (Feb 28 2021), Police and Highway are confirmed, Cemetery may also attend.

8:55pm Motion to Adjourn Arsenault, 2nd McManus, passed unanimously (Jelinek, Salvie, Arsenault, DeLuca, McManus).

Respectfully submitted,

Ed DeLuca, Clerk 